

~~CONFIDENTIAL~~

PERSONNEL

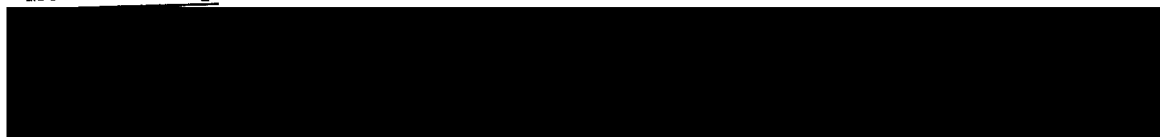
NOTICE
N SI 20-3-1
7 July 1964

SUMMARY REPORT OF THE ACTIVITIES OF THE
OFFICE OF SCIENTIFIC INTELLIGENCE CAREER SERVICE PANEL

RESCISSION: N SI 20-3-1, dated 25 March 1964,
same subject

The Office of Scientific Intelligence Career Panel held eight meetings during the period 1 March through 30 June 1964.

Membership



25X1A9a

Promotions

The Panel considered and made recommendations on 12 requests for promotions. The grade distribution of these requests was:

3 to GS-6	3 to GS-11
3 to GS-7	1 to GS-12
	2 to GS-13

Annual Competitive Evaluations

The Panel conducted the annual competitive evaluation of 45 GS-14's; 6 GS-9's; 13 GS-10's and 15 GS-11's. The ratings given by the Panel were noted.

~~CONFIDENTIAL~~

Group 1
Excluded from automatic down-
grading and declassification

~~CONFIDENTIAL~~

N SI 20-3-1

Career Provisional Employees

The Panel conducted an evaluation of 15 Career Provisional Employees and determined in each case that career employment standards had been met.

Supervisory Performance in Matters of Employee Performance and Behavior

25X1A9a In compliance with a memorandum signed by General Carter, subject same as above, the Panel reviewed its procedures for handling problem cases. In addition, [REDACTED] Special Assistant to the Director of Personnel, was invited to join the Panel for a general discussion on responsibilities and procedures.

Security Violations

The Panel considered remedial actions that could be taken to improve security and lessen security violations. As a result of the Panel's discussion a memorandum for all OSI personnel dated 20 April 1964 was issued. This memorandum emphasized that security is a command function; the need for good security habits; and that each individual must train himself in the unrelenting observance of all aspects of security.

Attending Scientific Meetings

OSI's policy regarding attendance at scientific meetings was reviewed by the Panel. As a result, it was determined that the policy needed revisions. OSI Notice SI 22-1-1 dated 3 April 1964 establishes the revised policy.

Quality Step Increase

During the period of this report 7 individuals in OSI received a Quality Step Increase Award.

~~CONFIDENTIAL~~

~~CONFIDENTIAL~~

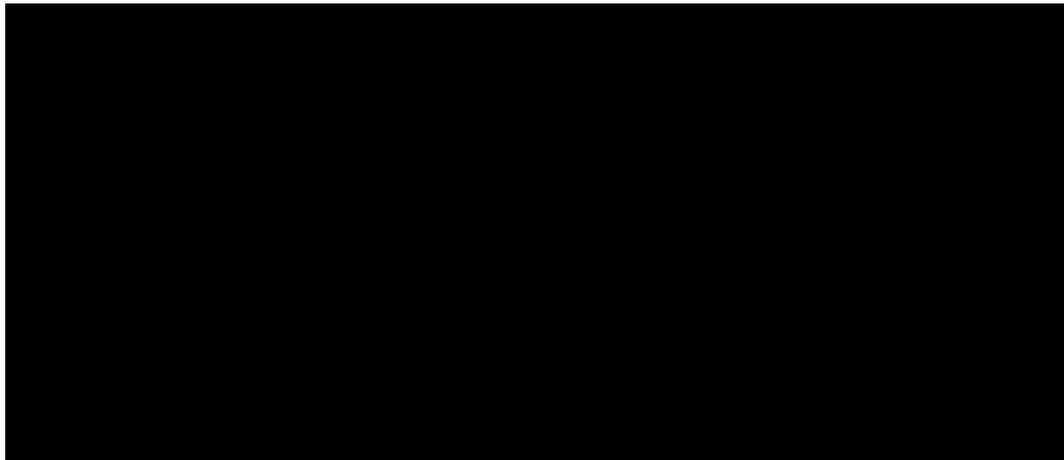
N SI 20-3-1

External Training

25X1A9a [REDACTED] was selected to attend the Senior Management Seminar held 17-22 May 1964.

The following individuals have been recommended for Senior Officer Schools:

25X1A9a



Chairman
Career Service Panel

~~CONFIDENTIAL~~